

City of Cody
Planning, Zoning, and Adjustment
Board Meeting January 14, 2020

A meeting of the City of Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, January 14, 2020 at 12:00 pm.

Present: Chairman Kayl Mitchell; Erynne Selk; Richard Jones; Sandi Fisher; Rodney Laib; Wade McMillin; City Attorney Scott Kolpitcke; City Planner Todd Stowell; Council Liaison Glenn Nielson; Administrative Coordinator Bernie Butler.

Absent: Klay Nelson

Kayl Mitchell called the meeting to order at 12:00 pm, followed by the pledge of allegiance.

Sandi Fisher made a motion, seconded by Richard Jones to approve the agenda for the January 14, 2020 meeting. Vote on the motion was unanimous, motion carried.

The Board welcomed new Board Members Rodney Laib, Wade McMillin, and reappointed Kayl Mitchell.

Elect a Chairman and Vice Chairman for the year. Richard Jones nominated Kayl Mitchell for Chairman and Erynne Selk for Vice Chairman. The nomination was seconded by Sandi Fisher. Vote on the motion was unanimous, motion carried.

Wade McMillin made a motion, seconded by Sandi Fisher to approve the minutes from the December 17, 2019 meeting. Vote on the motion was unanimous, motion carried.

Tabled Item: Erynne Selk made a motion, seconded by Sandi Fisher to remove the site plan review for the Park County School District #6 off the table. Vote was unanimous.

Todd Stowell reviewed the site plan for Park County District #6 for the Transportation Facility, located at 3825 Big Horn Avenue. He stated that the updated site plan included the items the Board needed more information on.

Richard Jones made a motion, seconded by Erynne Selk to approve the site plan for the School District transportation facility, with staff recommendations 1-8. Vote on the motion was unanimous, motion passed.

NEW BUSINESS:

A. Todd Stowell reviewed a Downtown Architectural sign for the Dude Rancher's Association, located at 1122 12th Street.

Richard Jones made a motion, seconded by Erynne Selk to approve the sign for the Dude Rancher's Association. Vote on the motion was unanimous, motion carried.

B. Todd Stowell reviewed an architectural plan for an enclosed porch on an existing building at 3202 Big Horn Avenue.

Erynne Selk made a motion, seconded by Richard Jones to approve the enclosed porch with recommendations 1-2 in the staff report. Vote on the motion was unanimous, motion carried.

C. Todd Stowell reviewed the preliminary plat for the minor subdivision for lots 10 and 12 of the Rocky Mountain Business Park. He went over the subdivision regulations, including the development and improvement standards for construction.

Richard Jones made a motion, seconded by Rodney Laib to recommend to City Council the approval of the preliminary plat for lots 10 and 12 of the Rocky Mountain Business Park.

Vote on the motion was unanimous, motion passed.

D. Todd Stowell reviewed a landscape plan revision for 2706 Big Horn Avenue. It was recommended that the applicant meet with the City Planner and discuss some options.

Richard Jones made a motion, seconded by Richard Jones to table this item. Vote on the motion was unanimous, motion passed.

E. A public hearing opened at 12:40 pm, for a special exemption request from 19 Pioneers, LLC located at 620 19th Street, to eliminate a 15 ft. buffer zone next to the residential zoning to the east. Citizen Glenn Nielson commented that this project would be an improvement to the property, and was in favor of the special exemption. With no further comment, the public hearing was closed at 12:43 pm.

F. Todd Stowell reviewed the special exemption request from 19 Pioneers, LLC, located at 620 19th Street, to eliminate the 15 ft. buffer zone next to the residential zoning to the east. He went over the criteria needed to allow a special exemption. This request has met the criteria set by the City of Cody Code.

Wade McMillin made a motion, seconded by Sandi Fisher to approve the special exemption request with staff recommendations 1-4. Vote on the motion was unanimous, motion passed.

F. Todd Stowell reviewed a site plan for Basin Vision Center, located at 620 19th Street.

Johnathan Hartley of 19 Pioneers, LLC spoke to the Board on landscaping, buffer zone, and storm water drainage for the project.

Board member Richard Jones discussed recommendation #4 in the staff report regarding the signage. The Board agreed that backlighting of the sign(s) "is" permitted.

Erynne Selk made a motion, seconded by Wade McMillin to approve the site plan for Basin Vision Center, at 620 19th Street, with recommendations 1-8 in the staff report. Vote on the motion was unanimous, motion carried.

Mayor Matt Hall welcomed new Board members Wade McMillin and Rodney Laib. He congratulated Kayl Mitchell on his reappointment to the Board.

Erynne Selk made a motion, seconded by Richard Jones to adjourn the meeting. Vote on the motion was unanimous.

There being no further business to come before the Board, Chairman Kayl Mitchell adjourned the meeting at 1:28 pm.

Bernie Butler, Administrative Coordinator